



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 19, 2021
AT 7:00 PM
COUNCIL CHAMBERS
3rd fl. PUBLIC SAFETY BUILDING**

Page #

AGENDA

- 1. CALL TO ORDER**
- 2. OPENING CEREMONY**
- 3. SWEAR IN CEREMONY FOR NEWLY ELECTED OFFICIALS**
 - A. Victor Shen
 - B. Cathy McCord
- 4. APPOINTMENT OF MAYOR AND VICE MAYOR**
- 5. ROLL CALL**
 - A. Council Members Present
 - B. Administration Present
- 6. APPROVAL OF REGULAR MEETING AGENDA**
- 7. APPROVAL OF MINUTES**
 - A. September 21, 2021 – Regular Meeting
 - B. October 12, 2021 – Special Meeting
- 8. MAYOR'S REPORT**
 - A. Mayor Report – Dave Dickason
 - B. Vice Mayor Report – Peter Denmark
- 9. MANAGER'S REPORT**
 - A. City Manager and Director Reports
 - B. Attorney Comments
- 10. COMMISSION/COMMITTEE REPORTS**
 - A. Parks & Recreation Committee
 - B. Whittier Community School
- 11. CITIZEN'S COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**
- 12. PUBLIC HEARINGS (NON-ORDINANCE)**

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13. RESOLUTIONS

A. Res. #38-2021 - A Resolution Of The Council Of The City Of Whittier, Alaska Directing The City Clerk To Destroy The Ballots, Ballot Numbers, Tally Sheets, Certificate Of Persons Voting, Return Envelopes And Nomination Petitions From The October 6, 2020 Regular Municipal Election

14. UNFINISHED BUSINESS

15. NEW BUSINESS

A. Planning and Zoning Commission Member Appointments

1. Charlene Arneson, Seat A
2. Monty Irvin, Seat B
3. Hope Borg, Seat B

B. Port and Harbor Commission Member Appointments

1. Nick Olzenak, Seat A
2. Trey Hill, Seat C
3. Arnie Arneson, Seat F

(All seats mentioned expiring in 2024)

16. COUNCIL DISCUSSION

17. CITIZEN'S DISCUSSION

18. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

19. ADJOURNMENT



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**WHITTIER CITY COUNCIL
REGULAR MEETING
TUESDAY SEPTEMBER 21, 2021
7:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Mayor Dave Dickason called the meeting to order at 7:02 p.m.

2. OPENING CEREMONY

Mayor Dave Dickason led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum:

Victor Shen, Monty Irvin, Dan Blair, Peter Denmark, David Pinguoch, and Dave Dickason.

MOTION: Victor Shen made a motion to excuse Tom Wagner from tonight's meeting

SECOND: Monty Ivin

DISCUSSION: None

VOTE: Motion passed unanimously

B. Administration Present:

Jim Hunt, City Manager

Naelene Matsumiya, City Clerk

Scott Korbe, Public Works Director

Andre Achee, Police Chief

Dave Borg, Harbormaster

Others Present: Patrick Callahan, Clark Brown, Jamie Loan, Kyle Loan, Nick Olzenak, Kelly Bender, and Chris Yelverton

4. APPROVAL OF MINUTES

August 17, 2021, City Council Regular Meeting

September 7, 2021, City Council Special Meeting

MOTION: Dan Blair made a motion to approve the City Council Regular and Special Meeting minutes as written

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

5. APPROVAL OF THE REGULAR MEETING AGENDA

MOTION: Victor Shen made a motion to approve the September 21, 2021, Regular Meeting Agenda with amendments to strike Res. #32-2021/Procedures Manual and table it as it continues to be worked on.

SECOND: Dan Blair

DISCUSSION: None

VOTE: Motion passed unanimously

6. MAYOR'S REPORT

A. Mayor Report

Dave Dickason reported that he attended the Chamber of Commerce meeting and spoke about the fireworks and moving forward for future 4th of July fireworks and signage of maps and the tunnel schedule for visitors. Dave announced Cam Bender's Birthday Bash on Oct. 21. Dave spoke about Scheduling a Special Meeting for October 20th or 21st to discuss the City Manager Contract Negotiations.

B. Vice Mayor Report

Peter Denmark mentioned the staffing issue at the Clinic. He reported that the Clinic had done the heavy lifting for COVID mitigation and the cases that presented themselves in the summer. He talked about the details not publicized and that the issues still persist and the clinic is not a viable site for testing. He stated that he hopes that the Community remains COVID conscious and disclosed that he spoke to the City Manager about COVID testing and prioritized the staff and students at the school. Again he asked the Community to remain COVID conscious.

7. MANAGER'S REPORT

A. City Manager and Director Reports- Jim Hunt

Jim Hunt reported on the Tank Farm conveyance completion. He also reported on the United States Forest Service finalized the transfer for the formerly known Marsten Property. He stated that the City is entering discussion with the Forest service to address the eventual transferring of the property to the City of Whittier. He continued and mentioned the following: Policy and Procedures Manual, China Sea Lease transfer to Tatilek Sound Holding LLC., assignment of the Franklin Dock Lease to Holland America, RFP for earthquake repairs, contract with Cardno, continuous work on finding grants, working with Paul Mueller for personal testing kits for COVID testing. Jim stated that discussion with the Girdwood clinic is continuous with EATS. Holly added input on microbody testing, a form of self-PCR testing.

Jim Hunt introduced Jackie Wilde, the City of Whittier's new Assistant City Manager. Jackie gave a brief introduction on her background and experience.

8. COMMISSION/COMMITTEE REPORTS

A. Planning Commission

Nothing new to report

B. Port & Harbor Commission

Nothing new to report

C. Parks & Recreation Committee

Victor Shen reported on the meeting tomorrow. He mentioned the online option to attend that meeting. He reported on the collaboration with the school on the trails. He stated that a new project is to refresh the lines on the basketball court.

D. Whittier Community School

Clark Brown gave an introduction as the principal and special education teacher at the school. He gave update on the school by mentioning the following; School is in-person, Back to School Night, his meeting with Paul Mueller, and the upcoming EAC meeting.

E. Prince William Sound Aquaculture Corp.

Nothing new to report

F. Regional Citizen's Advisory Council

Nothing new to report

9. CITIZENS COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

None

10. APPROVAL OF THE CONSENT AGENDA

None

11. PUBLIC HEARINGS (NON-ORDINANCE)

None

12. PRESENTATIONS

None

13. ORDINANCE

Public Hearing (2nd Reading)

A. An Ordinance Of The City Council Of The City Of Whittier, Alaska, Amending The Water And Wastewater Tariff And Providing For A 3.0% Increase To All Rates And Charges Effective January 1, 2022 Plus A 5.0% Increase Effective October 1, 2022, And Providing For Automatic Annual Adjustments Effective With The First Billing Cycle Each Year Thereafter, By An Amount Equal To The Three Previous Full Years' Average Increase In The CPI

MOTION: Dan Blair made a motion to open the Public Hearing for Ordinance #03-2021 at 7:30 pm.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

No Public Testimony

MOTION: Dan Blair made a motion close the Public Testimony part of the Public Hearing and open it up for Council Discussion.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

Council discussed the ordinance with Scott Korbe. David Pinguoch suggested removing the 3% increase in January.

MOTION: Dan Blair made a motion to close the Public Hearing for Ordinance #03-2021 and move to adopt.

SECOND: Peter Denmark

DISCUSSION: None

VOTE: Motion passed unanimously

13. RESOLUTIONS

A. Resolution # Resolution #12-2021 – A Resolution Of The City Of Whittier, Alaska Creating The Whittier City Council Policy And Procedure Manual Ad Hoc Committee

Council suggested to amending the Resolution to update the names from Annie Reeves and Peter Denmark to Jackie Wilde and Dan Blair.

MOTION: Dan Blair made a motion to adopt Resolution #12-2021

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

B. Resolution #26-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Establishing The City Of Whittier’s Calendar Year 2022 City Legislative Priorities

MOTION: Dan Blair made a motion to amend the Resolution to add “Non-Essential Lands”

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

MOTION: Victor Shen made a motion to adopt Resolution #26-2021

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

C. Resolution #27-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Establishing The City Of Whittier’s Calendar Year 2022 State Legislative Priorities

MOTION: Dan Blair made a motion to amend the Resolution to add “Non-Essential Lands” to 1. And Striking 2.

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

MOTION: Victor Shen made a motion to adopt Resolution #27-2021

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

D. Resolution #28-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Establishing The City Of Whittier’s Calendar Year 2022 Federal Legislative Priorities

MOTION: Victor Shen made a motion to amend the Resolution to add “Non-Essential Lands” to 1. And Striking 3.

SECOND: Dan Blair

DISCUSSION: None

VOTE: Motion passed unanimously

MOTION: Victor Shen made a motion to adopt Resolution #28-2021

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

E. Resolution #29-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Accepting City Ownership Of The Former Whittier Tank Farm Property From The United States Army Corps Of Engineers Consisting Of Approximately 58 Acres For The Amount Of \$165,000, And Appropriating Funds

MOTION: Victor Shen made a motion to adopt Resolution #29-2021

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

F. Resolution #30-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Appointing The City Election Officials For The October 5, 2021 Regular City Election.

MOTION: Victor Shen made a motion to adopt Resolution #30-2021

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

G. Resolution #31-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Awarding A Contract To GMC Contracting, Inc. To Conduct Earthquake Repairs For An Amount Not To Exceed \$1,487,112.70, And Appropriating Funds

MOTION: Victor Shen made a motion to adopt Resolution #31-2021

SECOND: Monty Irvin

DISCUSSION: None

VOTE: Motion passed unanimously

~~H. Resolution #32-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Authorizing The Approval Of The City Of Whittier Employee Policy And Procedures Manual~~

(No action was taken. Item was removed from the agenda)

I. Resolution #33-2021 – A Resolution Of The City Of Whittier, Alaska Approving The Assignment Of The Lease Between The City Of Whittier And Young S. And Kyung Yoo Subject To And Conditional Upon Amendments To The Lease, Approving The Essential Terms Of The Assignment To And Amendment Of The Lease With Tatitlek Sound Holdings LLC. And The Essential Terms Of The Amended And Restated Lease With Tatitlek Sound Holdings LLC., And Authorizing The City Manager To Enter Into Agreements With The Parties Incorporating The Essential Terms Approved In This Resolution

MOTION: Victor Shen made a motion to adopt Resolution #33-2021

SECOND: Dan Blair

DISCUSSION: None

VOTE: Motion passed unanimously

14. UNFINISHED BUSINESS

None

15. NEW BUSINESS

A. Schedule Special Meeting for 7:00 pm, October 12, 2021, to Certify the 2021 Regular Election Council agreed to met at this date and time to certify the election.

B. Office of the Clerk Project

Holly gave insight and an introduction as to what this project will entail and a timeline for it.

C. 2022 Harbor Fee Recommendation

Dave Borg came forward with the Port and Harbor Commission recommendation for the Fee Schedule. Asked for direction in proceeding and listened to Council suggestion.

(Monty exited the meeting at 9:02)

16. COUNCIL DISCUSSION

David Pinquoch commended the Council for their progress in

19. CITIZEN'S DISCUSSION

Kelly Bender mentioned the restroom situation in the Harbor/Triangle area.

Todd Perez mentioned the restrooms as well. Commended Jim Hunt as City Manager.

20. COUNCIL AND ADMINISTRATION'S RESPONSE TO CITIZEN'S COMMENTS

David Pinquoch responded to Kelly and Todd on the restroom situation offering solutions such as having charter businesses contribute to the waterfront (as an idea).

21. ADJOURNMENT

Council adjourned the meeting at 9:28pm

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor



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**WHITTIER CITY COUNCIL
SPECIAL MEETING
TUESDAY, OCTOBER 12, 2021
7:00 PM
COUNCIL CHAMBERS
PUBLIC SAFETY BUILDING**

MINUTES

1. CALL TO ORDER

Mayor Dave Dickason called the meeting to order at 7:03 p.m.

2. OPENING CEREMONY

Mayor Dave Dickason led the Pledge of Allegiance.

3. ROLL CALL

A. Council members present and establishing a quorum: Peter Denmark, Dan Blair, Tom Wagner, Victor Shen, and Dave Dickason

B. Administration Present:

Jackie Wilde, Assistant City Manager

Naelene Matsumiya, City Clerk

Kris Erchinger, Finance Director

Scott Korbe, Public Works Director

Andre Achee, Police Chief

Holly Wells, City Attorney (Executive Session)

Others present: Charlene Arneson, Jesse Walts, Clark Brown, and Kylo Medez

4. APPROVAL OF THE SPECIAL MEETING AGENDA

MOTION: Victor Shen made a motion to approve the Special Meeting Agenda

SECOND: Tom Wagner

DISCUSSION: Add New Business Item B. Letter of Recognition for Jesse Walts; to be heard at 4 a. Move Executive Session to item 10, Adjourning now becomes item 11.

VOTE: Motion passed unanimously

5. RESOLUTIONS

A. Res. #34-2021 – A Resolution of the Whittier City Council Certifying the Results of the October 5th, 2021, Regular Election.

MOTION: Dan Blair made a motion to adopt Res. #34-2021

SECOND: Peter Denmark

DISCUSSION: None

VOTE: Motion passed unanimously

B. Res. #35-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Authorizing The City Manager To Enter Into A Professional Consulting And Lobbying Services Agreement With Kristopher Knauss DBA Confluence Strategies, Inc, To Provide Consulting And State Lobbying Services And For Related Purposes

Kris gave a brief summary as to what the contract is. Answered questions from the Council.

MOTION: Victor Shen made a motion to adopt Res. #35-2021

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

C. Res. #36-2021 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Authorizing The City Manager To Enter Into A Professional Consulting Services Agreement With Robertson, Monagle & Eastaugh, P.C., A Professional Corporation, To Provide Professional Consulting Services In The Field Of Federal Government Relations, Legislation And Budgetary Issues, And For Related Purposes

MOTION: Victor Shen made a motion to adopt Res. #36-2021

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

D. Res. #37-2021 – A Resolution Of The City Council Of The City Of Whittier Alaska, Authorizing The City Manager To Continue Professional Services With Appraisal Company Of Alaska, LLC. To Provide Financial Personal And Real Property Appraisal Services For The FY 2022 Tax Year, And For Related Purposes.

Council asked about the contract. Kris explained that the City is planning to put out an RFP but the deadline is too close. She explained further.

MOTION: Victor Shen made a motion to adopt Res. #37-2021

SECOND: Tom Wagner

DISCUSSION: None

VOTE: Motion passed unanimously

6. EXECUTIVE SESSION (Item was moved to 10)

A. Discussion Pertaining to Property Leases - Matters that, if immediately disclosed, would tend to affect the finances of the City; WMC 2.08.040(I)

MOTION: Victor Shen made a motion to enter into Executive Session at 7:35 pm

SECOND: Dan Blair

DISCUSSION: None

VOTE: Motion passed unanimously

Council entered into Executive Session at 6:32

MOTION: Tom Wagner made a motion to come out of Executive Session and direct the Administration to write a letter addressing the situation consistent with the discussion with the City Attorney

SECOND: Victor Shen

DISCUSSION: None

VOTE: Motion passed unanimously

Council exited Executive Session and resumed Special meeting at 8:12

7. NEW BUSINESS

A. Topic Discussion: Proposed Budget Proposal

Kris directed Council to the Proposed Budget Schedule in the packet and spoke to it with the Council.

8. COUNCIL DISCUSSION

Dan Blair asked about election results. Naelene Matsumiya read the numbers to Dan.

9. CITIZEN'S DISCUSSION

None

10. ADJOURNMENT

All were in favor of adjourning the meeting at 8:14 p.m.

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Date: October 19th 2021
To: Whittier City Council and Administration
From: Dave Dickason
Subject: Mayor's Report – September/October

Meetings Attended:

- October 14th 6:30 PM: EAC Meeting
- October 12th 6:00 PM: Special Council Meeting

Upcoming Schedule:

- November 3rd: 6:00 PM: Planning and Zoning Mtg.
- November 4th: 6:00 PM: Port and Harbor Mtg.
- November 16th: 7:00 PM: Regular Council Mtg.

Follow-up:

Update Web Page Calendar
Kayak launch options
RV Dump Station, Air Compressor
Pedestrian Improvements around Whittier Seafood
Budget Review - Projections
Public Safety: Improvement of Dispatch Services

Open Goals:

SHORT TERM

- ARRC Land Transfer presentation to Legislature
- Lease Standardization & Enforcement

MID TERM

- US Forest Service Transfer of unused Marston Property
- Community Park Construction Funding (PWSED helping to seek grant funding)
- Buckner Building: Environmental Remediation.
- Head of Bay Development

LONG TERM

- Shotgun Cove Road Extension - FLAP Grant
- Determine Funding for Final Harbor Construction Phase

To: Whittier City Council
From: City Manager Jim Hunt
Re: City Manager Report for October Regular Council Meeting 2021

Introduction

The purpose of this report is to provide the Whittier City Council, and the public, a brief summary of the City of Whittier ("City") projects that the City Administration worked on and advanced during September and October 2021 and to provide City Council and the public a brief introduction to the projects the City anticipates tackling in the near future.

Summary of Projects

The following is a summary of the projects to which I, and City Staff, dedicated significant portions of time this month:

We are working on a collaboration for Buckner Building grants with Cardno and PWS Economic Development District to create parallel funding streams for planning and mitigation.

Eastern Aleutians Tribes continue to provide Monday clinic hours. Thanks to CEO Paul Mueller, we have received Covid-19 test kits for the school and BTI.

We are working with our engineering firm on Shovel Ready Projects for Infrastructure and other opportunities in the near future and DC battles over funding.

I wrote a Thank You letter to Representative Don Young for his work on the Tank Farm Conveyance.

We are working on economic development opportunities

Council lobbying and legal reform Priorities

I, along with the staff, worked diligently on several projects identified by City Council as priorities, including:

- Continue to work on preparation planning sessions and the for the next regular Legislative Session and working with the city attorney and our state lobbyist to develop an effective lobbying approach to promote the City's interests and needs in negotiations and interactions that will be forthcoming
- Conferences and planning sessions with the City Attorney to draft and adopt laws recommended by individual Council members and to draft documents and strategies to develop concrete means to carry out Council directives;
- Attended zoom meetings regarding projects identified on the City's State priority list

- Alaska Municipal League Winter Legislative Conference is in Anchorage Nov 15-19
- Alaska Municipal Attorney Association meeting runs concurrent
- Our state and federal lobbyists have been encouraged to work together as we pursue our City Priorities to avoid “stepping on toes.”

Additional Projects

The following is a brief itemization of other projects completed this month:

1. Scott and I continue to meet with a company interested in possibly siting a new business in Whitter. Bringing our Assistant City Manager onboard with orientation/familiarization.
2. Met with a local business owners and managers
3. The Franklin Dock negotiation is nearly done. We are following the City Council’s direction to manage City Lands to the best and highest use keeping City taxpayers in mind as City-owned land scarce.
4. Completed the State’s Congregate Housing Survey
5. Attended PWS Economic Development / Cardno meet and greet/collaboration meeting
6. New City Manager has moved into her office.
7. Working with USFS on regarding conveyance of lands discussion near Portage Pass Trailhead
8. We are working on Ordinance proposals related to the Employee Procedures and Policies and recommended changes from the council meeting.

HARBORMASTER REPORT

Administrative

Attended preconstruction meeting with GMC Construction

Admin Staff have been proactive in collecting past due accounts. To date only 3 past due accounts

Preparing to send out Preferential/Annual/Wait list letters upon finalizing the 2022 fee schedule

Three vessels have signed up for winter moorage 5

Finalizing staff evaluations

Bear has been a major nuisance

Operations

Winterization is almost complete

Outside restrooms have been winterized

Snowblowers have been serviced and are ready to go

Blowing down water lines and fire lines the week of 11 Oct

Travellift has been decommissioned, tarped and battery removed for winter

Truck/Trailer parking will start 1 November

City dock crane is repaired and back in operation. **Major thanks to Public Works and Geno for taking the lead and assisting us.**

David Borg

Harbormaster

City of Whittier

(W)907-472-2327

(F)907-472-2472

<https://www.whittieralaska.gov/whittier-harbor/>

Attachment: Letter to Rep. Don Young



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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September 30, 2021

Representative Don Young
"Congressman for ALL Alaska"
2314 Rayburn House Office Building
Washington, DC 20515

Re: The Army Corps Tank Farm Conveyance in Whittier, AK

Dear Representative Young,

I am writing on behalf of the City, our City Council, citizens of Whittier, Alaskans and our visitors, to express our deepest thanks for having the foresight to draft conveyance legislation nearly twenty-eight years ago.

I can now announce the documents have been signed and we are moving forward with the largest land transfer into City ownership since its inception.

As you are aware, we are still the last company town in the United States (Alaska Railroad) however, we now have a fighting chance for economic development and the real possibility of a stabilized tax base through development thanks to you!

Keep up the great work for us. It's greatly appreciated.

Sincerely,

Jim Hunt
City Manager, Whittier, AK
"Making Whittier Prettier"
citymanager@whittieralaska.gov
Cell: 907-202-2442

FINANCE MONTHLY REPORT

September Finance Monthly Report – with August PRELIMINARY financials

This report reflects an abbreviated look at finance-related **activities** through the end of September 2021, plus preliminary 2021 financial results through August 31. The interfund transfers budgeted for 2021 have been entered and posted but we have not yet posted the transfer of General Fund capital funds authorized by Council in Resolution #05-2021 for \$1,014,900 because administration will request Council's reconsideration of that action, and instead request that the monies be set aside within the General Fund, as *assigned fund balance* that can only be used for capital purposes.

2022 BUDGET

The finance department has prepared a draft budget for distribution to department heads to begin compiling information to present to Council for the upcoming 2022 Budget work sessions which are slated for November 9 and 10 (Tuesday and Wednesday), followed by introduction of the Budget Ordinance at the meeting of November 16 (Tuesday) with Public Hearing and Adoption of the budget slated for December 21 (Tuesday).

ENTERPRISE FUND TARIFFS

City Council passed the Water/Wastewater Tariff in Ordinance # -2021 on September 21, 2021 allowing for a 3% increase in water and sewer rates beginning with the bills going out after January 1, 2021, and an additional 5% increase with the bills going out after October 1, 2021. The Harbor proposed 2022 Fee Schedule is being submitted to Council for approval in October, in anticipation of bills being distributed in November. These approvals will enable staff to roll potential tariff changes into the 2022 annual budget.

GRANTS

STATE OF ALASKA DCCED COMMUNITY DEVELOPMENT BLOCK GRANT - COVID

The City will be reviewing a grant opportunity through DCCED. Grant applications are for an amount up to \$850,000 for community development activities that benefit low and moderate-income persons in our area. There is a total of \$3.1 million in competitive grant funds available statewide. Applications are due no later than December 3 and must be preceded by public work sessions which engage the public in determining how best to determine potential projects that will assist in responding to or mitigating COVID. The City Council must demonstrate a robust public participation process culminating in a public hearing and passage of a resolution authorizing submission of a grant application. The finance director and assistant city manager are signed up for a grant training session to gather additional information helpful in the preparation of an application.

Delong Dock Replacement

The City has not heard the results of applications submitted in July for two major infrastructure grants aimed at replacing the Delong Dock. The first is a \$25 million request for funding through the FY2021 National Infrastructure Investments RAISE grant program. The second is a \$9.75 million request for funding through the Port Infrastructure Development Program Discretionary Transportation Grant program. We will notify Council as information becomes available.

Supplemental State Funding to Replace 2020 Lost Cruise Ship Passenger Vessel Tax

The City received a supplemental grant from the State of Alaska to replace lost cruise ship passenger vessel tax revenues from the loss of cruise passengers to Alaska in 2020. The City received payment of \$958,385 on August 2.

State of Alaska American Rescue Plan Act Funding

The City submitted an application to the State of Alaska to apply for \$49,485.41 in grant funding passed through the Alaska Department of Commerce, Community and Economic Development, as a result of the American Rescue Plan Act. This grant is available to cover eligible program costs, including reimbursement of the City's costs related to responding to the COVID pandemic, as well as revenue replacement lost due to reduced economic activity during the mandated travel closures. The City received the first half of funding on August 23 in the amount of \$24,742.71 and will be eligible for remaining funds in subsequent years.

State Funding

The City received \$76,281.89 for the State Community Assistance Payment for 2021 on September 29 so this figure will be reflected in the September financials.

Earthquake Grant

The City issued a Request for Proposals for earthquake repairs resulting from the November 2018 earthquake. The successful bidder on the project is GMC Contracting with a total bid of \$1,487,112.70. The contract was approved by the City Council on September 21 and requires a contribution from the City of \$26,000 as a match toward sealing and striping the parking lot in the Harbor. A projection coordination meeting was held with representative of GMC Contracting, CRW and City staff on September 23. Various elements of the work will begin this Fall prior to frost, with coordination needed on additional work to complete certain repairs before Memorial Day. The City has requested an extension on certain elements of the repairs to November 30, 2022 to ensure that work does not interfere with the summer season.

Shotgun Cove Road Project

The City received a formal grant amendment in July related to the Western Federal Lands Access Program, adding an additional \$2.5 million to the project. This funding was announced earlier in the year and was pending finalization of the federal budget process to solidify funding. This new award brings the total federal funding for this project to \$20,073,869 with the remaining amount unspent of \$5,088,868. Since July, the engineers worked on a draft geotechnical report with a plan to finalize in fourth quarter. Staff and engineers coordinated with USACE regarding permit applications and coordinated with the City and USFS to identify wetland mitigation alternatives. Staff met with USFS to discuss 65% review comments and the engineers conducted a site visit to define the scope of trail improvements and met with trail consultant to develop design criteria and obstacles and key features. The engineers are currently working on 95% design.

PROJECTS

Property at the Head of Bay:

Staff worked with the City attorney's office to finalize the conveyance of the 58 acres of Whittier Tank Farm Property from the US Army Corps of Engineers to the City of Whittier. The City has not yet submitted payment of the required \$165,000, pending receipt of word from the Army Corps of when the funds are required.

Cruise Ship Terminal Lease:

The staff continues to work with Franklin Dock Enterprises and Holland America Princess to finalize negotiations related to the proposed assignment of the lease of the cruise ship dock and terminal facilities. The attorneys were asked to review the applicability of the Shipping Act of 1984 to the assignment of the tidelands lease agreement, and whether we are required to obtain approval of the assignment by the Federal Maritime Commission (FMC). The Shipping Act requires certain categories of agreements to be filed with the FMC. The attorney's research concludes that the lease assignment, as an interest in land, does not fall within the scope of the Shipping Act requirement to file the transaction with the FMC, but may be filed on an optional basis.

GENERAL FUND 2021 REVENUE STATUS THROUGH AUGUST

During preparation of the 2021 Budget, there was a level of uncertainty surrounding projected 2021 budgeted revenues resulting from the loss of cruise ships for the second consecutive season. The administration committed to providing periodic updates to the City Council on a comparative level for key General Fund revenues, to determine whether budgeted revenues projections are overly optimistic.

The City's primary source of General Fund revenues impacted by visitors are Sales Tax (budgeted at \$375K), Passenger Transportation Business Tax (budgeted at \$150K) and Fish Tax (budgeted at \$50K). The chart below reflects revenues for these three key revenue sources through August.

- Through August 2021, sales tax revenues are 20% lower than the comparable period in 2019. The final sales tax revenues for 2019 were \$708,971, clearly indicating that the bulk of sales tax revenues will be received after August.

- The Passenger Transportation Business Tax revenues are 2% higher through August 2021 than they were in August 2019. The final PTBT revenues for 2019 were \$382,371 indicating also, that the bulk of PTBT revenues can be expected to be received after August.

- The Fish Tax revenues through August 2021 are considerably lower than anticipated, or 84% lower than through August 2019. Fish Tax revenues in 2019 were \$95,990. Staff is working with the State of Alaska to do a deeper dive on this revenue source to determine why it is that fish tax revenues are so much lower in 2021 than in both 2019 and 2020.

	Through August		
	Sales	Passenger Transportation	Fish
	Tax	Business Tax	Tax
	(a)	(b)	(c)
2021 BUDGET:	\$ 375,000	\$ 150,000	\$ 50,000
2021	\$ 210,434	\$ 125,687	\$ 4,883
2020	\$ 136,016	\$ 12,402	\$ 6,718
2019	\$ 252,058	\$ 123,608	\$ 30,297
a) 2021 Sales Tax 20% lower than 2019, through August			
b) 2021 PTBT 2% higher than 2019, through August			
c) 2021 Fish Tax 84% lower than 2019, through August			

FINANCE MONTHLY REPORT

September Finance Monthly Report – with August PRELIMINARY financials

This report reflects an abbreviated look at finance-related **activities** through the end of September 2021, plus preliminary 2021 financial results through August 31. The interfund transfers budgeted for 2021 have been entered and posted but we have not yet posted the transfer of General Fund capital funds authorized by Council in Resolution #05-2021 for \$1,014,900 because administration will request Council's reconsideration of that action, and instead request that the monies be set aside within the General Fund, as *assigned fund balance* that can only be used for capital purposes.

2022 BUDGET

The finance department has prepared a draft budget for distribution to department heads to begin compiling information to present to Council for the upcoming 2022 Budget work sessions which are slated for November 9 and 10 (Tuesday and Wednesday), followed by introduction of the Budget Ordinance at the meeting of November 16 (Tuesday) with Public Hearing and Adoption of the budget slated for December 21 (Tuesday).

ENTERPRISE FUND TARIFFS

City Council passed the Water/Wastewater Tariff in Ordinance # -2021 on September 21, 2021 allowing for a 3% increase in water and sewer rates beginning with the bills going out after January 1, 2021, and an additional 5% increase with the bills going out after October 1, 2021. The Harbor proposed 2022 Fee Schedule is being submitted to Council for approval in October, in anticipation of bills being distributed in November. These approvals will enable staff to roll potential tariff changes into the 2022 annual budget.

GRANTS

STATE OF ALASKA DCCED COMMUNITY DEVELOPMENT BLOCK GRANT - COVID

The City will be reviewing a grant opportunity through DCCED. Grant applications are for an amount up to \$850,000 for community development activities that benefit low and moderate-income persons in our area. There is a total of \$3.1 million in competitive grant funds available statewide. Applications are due no later than December 3 and must be preceded by public work sessions which engage the public in determining how best to determine potential projects that will assist in responding to or mitigating COVID. The City Council must demonstrate a robust public participation process culminating in a public hearing and passage of a resolution authorizing submission of a grant application. The finance director and assistant city manager are signed up for a grant training session to gather additional information helpful in the preparation of an application.

Delong Dock Replacement

The City has not heard the results of applications submitted in July for two major infrastructure grants aimed at replacing the Delong Dock. The first is a \$25 million request for funding through the FY2021 National Infrastructure Investments RAISE grant program. The second is a \$9.75 million request for funding through the Port Infrastructure Development Program Discretionary Transportation Grant program. We will notify Council as information becomes available.

Supplemental State Funding to Replace 2020 Lost Cruise Ship Passenger Vessel Tax

The City received a supplemental grant from the State of Alaska to replace lost cruise ship passenger vessel tax revenues from the loss of cruise passengers to Alaska in 2020. The City received payment of \$958,385 on August 2.

State of Alaska American Rescue Plan Act Funding

The City submitted an application to the State of Alaska to apply for \$49,485.41 in grant funding passed through the Alaska Department of Commerce, Community and Economic Development, as a result of the American Rescue Plan Act. This grant is available to cover eligible program costs, including reimbursement of the City's costs related to responding to the COVID pandemic, as well as revenue replacement lost due to reduced economic activity during the mandated travel closures. The City received the first half of funding on August 23 in the amount of \$24,742.71 and will be eligible for remaining funds in subsequent years.

State Funding

The City received \$76,281.89 for the State Community Assistance Payment for 2021 on September 29 so this figure will be reflected in the September financials.

Earthquake Grant

The City issued a Request for Proposals for earthquake repairs resulting from the November 2018 earthquake. The successful bidder on the project is GMC Contracting with a total bid of \$1,487,112.70. The contract was approved by the City Council on September 21 and requires a contribution from the City of \$26,000 as a match toward sealing and striping the parking lot in the Harbor. A projection coordination meeting was held with representative of GMC Contracting, CRW and City staff on September 23. Various elements of the work will begin this Fall prior to frost, with coordination needed on additional work to complete certain repairs before Memorial Day. The City has requested an extension on certain elements of the repairs to November 30, 2022 to ensure that work does not interfere with the summer season.

Shotgun Cove Road Project

The City received a formal grant amendment in July related to the Western Federal Lands Access Program, adding an additional \$2.5 million to the project. This funding was announced earlier in the year and was pending finalization of the federal budget process to solidify funding. This new award brings the total federal funding for this project to \$20,073,869 with the remaining amount unspent of \$5,088,868. Since July, the engineers worked on a draft geotechnical report with a plan to finalize in fourth quarter. Staff and engineers coordinated with USACE regarding permit applications and coordinated with the City and USFS to identify wetland mitigation alternatives. Staff met with USFS to discuss 65% review comments and the engineers conducted a site visit to define the scope of trail improvements and met with trail consultant to develop design criteria and obstacles and key features. The engineers are currently working on 95% design.

PROJECTS

Property at the Head of Bay:

Staff worked with the City attorney's office to finalize the conveyance of the 58 acres of Whittier Tank Farm Property from the US Army Corps of Engineers to the City of Whittier. The City has not yet submitted payment of the required \$165,000, pending receipt of word from the Army Corps of Engineers when the funds are required.

Cruise Ship Terminal Lease:

The staff continues to work with Franklin Dock Enterprises and Holland America Princess to finalize negotiations related to the proposed assignment of the lease of the cruise ship dock and terminal facilities. The attorneys were asked to review the applicability of the Shipping Act of 1984 to the assignment of the tidelands lease agreement, and whether we are required to obtain approval of the assignment by the Federal Maritime Commission (FMC). The Shipping Act requires certain categories of agreements to be filed with the FMC. The attorney's research concludes that the lease assignment, as an interest in land, does not fall within the scope of the Shipping Act requirement to file the transaction with the FMC, but may be filed on an optional basis.

GENERAL FUND 2021 REVENUE STATUS THROUGH AUGUST

During preparation of the 2021 Budget, there was a level of uncertainty surrounding projected 2021 budgeted revenues resulting from the loss of cruise ships for the second consecutive season. The administration committed to providing periodic updates to the City Council on a comparative level for key General Fund revenues, to determine whether budgeted revenues projections are overly optimistic.

The City's primary source of General Fund revenues impacted by visitors are Sales Tax (budgeted at \$375K), Passenger Transportation Business Tax (budgeted at \$150K) and Fish Tax (budgeted at \$50K). The chart below reflects revenues for these three key revenue sources through August.

- Through August 2021, sales tax revenues are 20% lower than the comparable period in 2019. The final sales tax revenues for 2019 were \$708,971, clearly indicating that the bulk of sales tax revenues will be received after August.
- The Passenger Transportation Business Tax revenues are 2% higher through August 2021 than they were in August 2019. The final PTBT revenues for 2019 were \$382,371 indicating also, that the bulk of PTBT revenues can be expected to be received after August.
- The Fish Tax revenues through August 2021 are considerably lower than anticipated, or 84% lower than through August 2019. Fish Tax revenues in 2019 were \$95,990. Staff is working with the State of Alaska to do a deeper dive on this revenue source to determine why it is that fish tax revenues are so much lower in 2021 than in both 2019 and 2020.

	Through August		
	Sales Tax	Passenger Transportation Business Tax	Fish Tax
	(a)	(b)	(c)
2021 BUDGET:	\$ 375,000	\$ 150,000	\$ 50,000
2021	\$ 210,434	\$ 125,687	\$ 4,883
2020	\$ 136,016	\$ 12,402	\$ 6,718
2019	\$ 252,058	\$ 123,608	\$ 30,297
a) 2021 Sales Tax 20% lower than 2019, through August			
b) 2021 PTBT 2% higher than 2019, through August			
c) 2021 Fish Tax 84% lower than 2019, through August			

**CITY OF WHITTIER, ALASKA
RESOLUTION 38-2021**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF WHITTIER, ALASKA DIRECTING
THE CITY CLERK TO DESTROY THE BALLOTS, BALLOT NUMBERS, TALLY SHEETS,
CERTIFICATE OF PERSONS VOTING, RETURN ENVELOPES AND NOMINATION
PETITIONS FROM THE OCTOBER 6, 2020 REGULAR MUNICIPAL ELECTION**

WHEREAS, according to 2.06.330 (B), upon expiration of the year, the City Election Official shall destroy ballots and related correspondence after notification of the City Council; and

WHEREAS, according to the State of Alaska Government Model General Administrative Records Retention Schedule #300. 1 Section 8, all such election materials may be destroyed after one month;

NOW THEREFORE, BE IT RESOLVED that a Whittier Municipal Elections and the City Council gives permission to the City Clerk to destroy ballots and related correspondence, as authorized by code;

EFFECTIVE DATE: This resolution shall be effective upon adoption.

PASSED AND APPROVED by a duly constituted quorum of the City Council for the City of Whittier, Alaska on this 19th day of October 2021.

Introduced By: Naelene Matsumiya, City Clerk

ATTEST:

Naelene Matsumiya
City Clerk

Dave Dickason
Mayor

Ayes:
Abstain:
Nays:
Absent:

DECLARATION OF INTEREST
WHITTIER PLANNING COMMISSION

Name: Charlene A. Arneson Date: 09-14-21

Address: POB 778

City: Whittier State: AK Zip: 99693

Cell Phone: 907-2297425 Work Phone: _____ E-mail: charlene.arneson

Seat you are interested in filling: A

Have you been a resident of Whittier for at least six months? Yes - 02/430

Are you a qualified voter in the City of Whittier? yes

Summarize your planning and zoning experiences. I have Served
on Pt Z - Since 1997

Explain why you are interested in serving on the Planning and Zoning Commission.

I would like to continue to fulfill
my Duties for my Community

See Attached
Letter

Signature: Charlene Arneson

DECLARATION OF INTEREST
WHITTIER PLANNING COMMISSION

Name: MONTGOMERY IRVIN Date: 10/07/21

Address: 100 KENAI ST. APT 704

City: WHITTIER State: AK Zip: 99693

Cell Phone: 907-952-1813 Work Phone: _____ Email: MONTY.IRVIN@GMAIL.COM

Seat you are interested in filling: SEAT B

Have you been a resident of Whittier for at least six months? yes

Are you a qualified voter in the City of Whittier? yes

Summarize your planning and zoning experiences. _____

CITY COUNCIL SEAT D FOR 6 YEARS

Explain why you are interested in serving on the Planning and Zoning Commission.

THE NEW UNBUILT AT YET LARVA.

AT THE HEAD OF BAY

Signature: Montgomery I Irvin

DECLARATION OF INTEREST
WHITTIER PLANNING COMMISSION

Name: Hope Borg Date: 10/14/21

Address: PO BOX 786

City: Whittier State: AK Zip: 99693

Cell Phone: 907-209-8827 Work Phone: _____ Email: hopeeborg@gmail.com

Seat you are interested in filling: B

Have you been a resident of Whittier for at least six months? Yes

Are you a qualified voter in the City of Whittier? Yes

Summarize your planning and zoning experiences. I have worked
in an industry that is highly regulated
for the last five years.

Explain why you are interested in serving on the Planning and Zoning Commission.

I think Whittier is a beautiful place &
deserves to shine in Prince William
Sound. I have lived in several different
Coastal Communities and understand
the importance of having a properly planned
city & waterfront.

Signature: Hope E. Borg

WHITTIER PORT AND HARBOR COMMISSION
DECLARATION OF INTEREST

Name: Nick Olzenak Date: 8/6/2021

Address: 1 Harborview Drive C-8

City: Whittier State: AK Zip: 99693

Cell Phone: 907 230 8969 Work Phone: _____

Seat you are interested in filling: Seat A

Are you a resident in Whittier? Yes

If NO, where is your primary residence? _____

Are you registered to vote in the state of Alaska? Yes

Summarize your boating and harbor experiences: see attachment

Explain why you are interested in serving on the Port and Harbor Commission: _____

See Attachment


Signature

Nick Olzenak

Whittier Port and Harbor Commission Declaration of interest

Summarize your boating and harbor experiences:

I have been utilizing the Whittier Harbor and Cliffside Marina for personal and business use for over 10 years in various capacities. Currently I have preferential moorage in the city harbor after a lengthy wait on the coveted wait list. We run a small business in the Harbor District and rely on harbor traffic for our retail sales. We utilize the harbor daily in the summer months and weekly in the winter months supporting our business as well as recreational boating ourselves. We use all the services, from fuel dock, to travel lift as well as the hoist on the city dock as our small business requires us to harvest sea water from Prince William Sound.

I have launched and retrieved hundreds of sport fishing boats for work for over ten years, becoming familiar with the challenges associated with launching, retrieving, parking etc. in Whittier. I have worked with many of the Harbor Masters and City Managers throughout the years providing feedback and advice always striving to help improve.

I have held boat demo events and recreational sport fishing tournaments (Kingfisher Regatta) many times in Whittier as well and we just launched another scheduled for August.

Explain why you are interested in serving on the Port and Harbor Commission:

I have always tried to bring insight and experience to the City of Whittier and have hopes of Whittier continuing to mature and grow as a community. I intend to keep a boat in a slip in Whittier for the foreseeable future, use the local resources and hope my kids can find ways to contribute to the community as they grow. Our business is growing, and we use the local infrastructure recreationally and professionally on a daily basis. I want to work with the community, local and transient user groups and others to be sure Whittier is the best positioned to serve its visitors and take advantage of any opportunities for Whittier to grow or benefit.



WHITTIER PORT AND HARBOR COMMISSION
DECLARATION OF INTEREST

Name: ^(Trey) Grover L. Hill III Date: Aug 9, 2021

Address: PO Box 2729

City: Homer State: AK Zip: 99603

Cell Phone: 907-315-6688 Work Phone: 907-677-2628

Seat you are interested in filing: Non-Resident Seat - C

Are you a resident in Whittier? NO

If NO, where is your primary residence? Homer, AK

Are you registered to vote in the state of Alaska? Yes

Summarize your boating and harbor experiences: I have been boating in AK since my early 20's. I have been boating commercially as the owner of Sea Tow for 4 years. I have a lot of relationships with Ports + Harbors across Southcentral Alaska due to 4 Sea Tow locations.

Explain why you are interested in serving on the Port and Harbor Commission: Whittiers Port + Harbor is the epicenter of recreational boating + commercial boating. The number of boaters continue to grow year after year. I want to be apart of the PHAC to help ensure that our Community + Harbor does whats necessary to benefit economically and otherwise successful.

Trey Hill
Signature

WHITTIER PORT AND HARBOR COMMISSION
DECLARATION OF INTEREST

Name: Arlene S. Arneson Date: 9-14-21
Address: POB 779
City: Whittier State: AK Zip: 99692
Cell Phone: 907-229-7425 Work Phone: -
Seat you are interested in filling: 1-
Are you a resident in Whittier? yes
If NO, where is your primary residence? _____
Are you registered to vote in the state of Alaska? yes

Summarize your boating and harbor experience:

(See Attached Letter)
I have had a Ship in the Harbor since
1988 - Served on P+H 29 years

Explain why you are interested in serving on the Port and Harbor Commission.

Continue to Shape the Boating
Experience in the Port of Whittier
and PWS

Arlene S. Arneson
Signature

August 01, 2021

Honorable Mayor Dave Dickason:
cc: Council members

I'm submitting my declaration of interest in filling seat F of the Whittier Port & Harbor for a three years term. I am a registered Alaskan voter and a permanent Whittier Resident.

Summarize of my boating and harbor experience and other pertinent qualifications:

- I have served the Ports & Harbor Commission for the past 28 years.
- I have had a permanent slip in the harbor for the vessels since 1988 currently B-8 for the vessel Seabada.
- Master 100 Ton Near Coastal, with endorsements of assistance towing, radar observer unlimited.
- Training for the 100 Ton Master certificate includes; Fire Fighting, Ship & Cargo Handling, Ship Construction and Repair I attended classes at Alaska Vocational Technical School (AVTEC) in Seward Alaska.
- Additional training obtained at AVTEC diesel mechanics and Alaska Marine Safety Education Association (AMSEA) as an Instructor in safety at Sea.
- Master Carpenter, Shipwright since 1965, built five (5) boats from the keel up and restored several vessels to date.
- 10 years owner of a Whittier Charter Company Foxfire.
- Provided occasional technical assistance to harbor staff.
- Provided vessels, summer and winter boat watch and repair.
- Vessel surveyor since 1978.
- Past experiences, I spent fifteen (17) years in the fishing industry, out of Seward in the Gulf of Alaska. Had Arneson Construction Co. building roads, bridges, both home and commercial building in the Matanuska Valley.
- Owned and operator of a Pioneer crusher, experienced pile driver (pile buck).
- Was elected and serviced as the first president of Matanuska Valley Home Builders Association for three terms. The first forming president for the state of Alaska Home Builders Association
- City of Whittier Mayor 3 times, Vice Mayor.

Respectfully submitted,
Arlen L. Arneson

Capt. Arlen L. Arneson
U.S. C.G. Lic. #663606
Arlen L. Arneson, POB 778, Whittier AK, 99693- 907-229-7425